

Strategy, Markets and Standards Team Lead

The Basics

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| Location | Central London |
| Reporting to | Head of City Strategies |
| Salary | Competitive |
| Working hours | Full time. The pattern of hours may vary according to operational needs and generally work will be carried out during normal office hours. The role may require national and international travel. We're a flexible employer. |
| Contract | This is a permanent position. The period of notice is three months in writing on each side. There's a probationary period of three months. |
| Equal Opportunities | We strive to be an equal opportunities employer and commitment to this process will be expected. |

Who are we?

We are the Future Cities Catapult. We develop and test urban solutions and accelerate them to market, to grow the economy and make cities better. We bring together businesses, universities and city leaders so that they can work with each other to solve the problems that cities face, now and in the future.

From our Urban Innovation Centre in London, we provide world-class facilities and expertise to support the development of new products and services, as well as opportunities to collaborate with others, test ideas and develop business models. We use our capabilities to solve urban challenges, currently under the themes of Urban Mobility, Healthy Cities and Integrated Urban Planning.

Our Cities Lab team led by the Chief Innovation and Technology Officer are grouped into three principle units, these are: Cities Strategies, Urban Data and Connected Cities. Working together we seek to understand cities better and to share our insights, to model and analyse city systems, to prototype and to test real world solutions, working with city stakeholders, partners and SME's. Within the City Strategies unit, we are a multidisciplinary group of professionals formed into four teams, these are:

- **Strategy, Markets and Standards Team (SMS).** We prepare cities for innovation, by helping stakeholders to understand how to use and implement technology and innovation to solve city challenges. Using market analysis and technology scanning we understand current and developing trends changing

our cities. We create city strategies that solve urban challenges and facilitate collaboration across and between UK cities to support the use of common approaches. Together with our UK and international partners, we support the expansion of the urban solution market by creating, coordinating and disseminating open city standards, from data models to policy frameworks.

- **Creative Design Team.** We define, create and package quality projects to positively impact innovation in our cities through our project work. Ensuring high-quality dissemination of the outcomes of our work by capturing and sharing the results of our projects and activities.
- **Urban Futures Team.** We have expertise and experience of cities, having worked within the private and public sector, we understand the challenges facing city stakeholders, leaders and change makers. We are a team of built environment professionals with expertise in housing, architecture, transport, sustainability, planning and urbanism. We provide specialist knowledge to help shape our projects from conception to delivery, ensuring they have maximum impact. As our projects scale we act as co-ordinators in bringing together key partners to work together to define future city solutions and markets.
- **City Research Team.** We provide thought leadership and critical thinking on key city issues, with support and guidance on project methodologies and research methods. Linking our activities to the wider research world, we provide expert support to projects with provision of key information, research skills and academic partnerships.

So what's it about?

Future Cities Catapult are seeking a Strategy, Markets and Standards Team Lead who will provide strategic guidance and direction, and will enable and champion quality control for projects, and team deliverables. As team lead, you will lead, inspire and line manage a team of up to six professionals, consisting of: market analysts; city strategists; and cities standards co-ordinator. Harnessing their experience and enthusiasm, you will be happy to wear many hats and be comfortable taking the lead on multiple projects with responsibility from initial briefing and inception right through to delivery. You will play a key role in connecting the team and the Catapult to industry networks, investors, as well as relevant academic and public sector circles. You will have a bridge builder mentality to build productive relationships across the whole of Future Cities Catapult and in wider project teams. With a large variety of projects in the pipeline, you will be comfortable working on a wide range of tasks and projects. You will be a person who values interaction and prefers to work closely with both our internal peers and our external partners and clients, discussing possible approaches and solutions.

You will be interested in helping cities to understand their challenges and identify opportunities to make our cities more sustainable and great places to live and work. You will play a key role in developing our understanding and thought leadership in the demand and supply side of the smart city market. Working with UK SME's to identify smart city markets in the UK and internationally and in tandem will provide cities with the tools and insights to become more informed clients in the smart city

market.

Knowledge and interest in new technologies is hugely desirable and more importantly how to combine innovation and technology with city needs in order to make better services and products for people is key. Acting as an advocate for market-making internally and externally as critical to FCC's mission, including:

- Steer project pipeline towards market-making opportunities;
- Create and deliver projects that leverage the team and wider resources to make markets;
- Provide thought leadership on how to make markets.

Working internally across the Catapult you will act as a bridge within the Catapult, specifically:

- between City Strategies and the lab, turning strategies into impact;
- Between the SMS team and the relationship development team;
- Between the SMS team and the SME programme.

What will you be doing?

- You will lead, inspire and line manage our strategy, markets and standards team, a growing group of professionals who are independent and are taking responsibility in their areas of expertise.
- You will play a pro-active role in shaping and guiding our commercial and collaborative research and development opportunities for the organisation.
- Design, schedule and execute the vision and work plan for the whole of the team, detailing the lines of responsibility and workflow to support our 5-year strategy and annual plan.
- Evaluate performance and help set objectives with the team, and will carry out regular check points ensuring all team members are on track to meet agreed outputs.
- Develop and grow the capacity and skills of the SMS team to match the needs of our project pipeline.
- Develop and grow individual team members by agreeing clear development plans as a direct outcome of competency and skills review.
- Develop, embed and promote the tools and processes the SMS team use to deliver their work effectively and sustainably.
- Establish a good working relationship with all teams at FCC.
- Make presentations on the status of the activities and the project pipeline, preparing regular reports to the Head of Cities Strategies and wider leadership team.
- Plan and manage the budget of the Team.
- Lead the creative process of the team and ensure high quality of our work.
- Present and defend team deliverables and key milestone to peers and executive level stakeholders.

An approximate breakdown of the time requirements of this role in an average week:

- Leading on Projects - 60 %
- Line Management - 20%
- Supporting the Team on project delivery - 20%

What will the first year outcomes of your role be?

We like to judge success against outcomes. We would expect you to achieve the following headline outcomes during the first 1 – 12 months:

First Month:

- Achieve an overview of the team's current projects and challenges within them.
- Develop an asset list for the team.
- Carry out a team meeting and 1:1 meeting with each member of the SMS team, lab heads and team leads.
- Taken responsibility for up to 3 projects.

First Three Months:

- Develop a good working relationship across the whole Future Cities Catapult.
- Deliver the work plan for the SMS Team for the next 12 months.
- Plan the resourcing of the team and manage any recruitment process.

First Six Months:

- With the team lead the creation of a team portfolio of deliverables, knowledge, networks, products, tools, etc.

First Year:

- Ensure the team has delivered in accordance with our 5-year strategy, with two city strategies, 10 smart city standards, and enabled and supported market creation in the smart cities arena through economic modelling, improving procurement, good-practice sharing, export promotion, and interventions to support commercialisation.
- Turn the plans into reality, so that our capabilities, and impact in the future cities market is developed and delivered.
- Progress the professional development of each team member.

What kind of person are we looking for?

- BA, MA, and/or MBA (e.g. economics, or a related discipline)
- You will be flexible, adaptable and comfortable with uncertainty and strive to develop opportunities and credible deliverables in a fast changing environment.
- Proven leadership skills, running both teams and projects, including

excellence in team-building and people skills, with an inclusive management style. You will be open and fair minded, personable and approachable.

- Strong business and commercial acumen with experience in a senior position.
- At least 10 years' experience with a background in a mix of the following: commercial, public sector, investor, and innovation environment.
- At least 3 years' experience in leading multi-disciplinary teams with experience of mentoring, inspiring, leading and giving direction and guidance to team members.
- Experience of client side delivery, with demonstrable implementation and impact.
- Ability to meet overlapping deadlines in a fast-paced working environment without substituting quality or accuracy.
- Ability to collaborate & build relationships genuinely & easily with diverse urban disciplines, unfamiliar with strategy, markets and standards.
- Strong negotiation skills and the ability to resolve complex issues.
- Solid experience in client relationships, innovating investment markets, local government, future cities market, and with policy makers.
- Strong communication skills.

Also desirable:

- Experience in digital transformation, organization change, and innovation.
- Experience in projects centered on urban challenges, technologies and cities.
- Familiarity with high growth start-ups, particularly in the technology sector.
- Ability to understand and manage project and organisational budgets and financing, as well as various business models.

What about our culture?

We are a rapidly growing organisation with a mission to make urban innovation happen. We are all deeply committed to our mission, and you will need to share that commitment. And you will have to be happy working in a fast-moving, unstructured and cross-disciplinary environment.

Things change as we learn, and you'll need a degree of adaptability. Our culture is open, collaborative and relatively non-hierarchical. We've tried to capture our way of working in three principles:

- **Break new ground** – we're transformative, imaginative and intelligent
- **Play nicely** – we're collaborative, approachable and fair
- **Make it a reality** – we're down to earth, tangible and we get stuck in.

You'll thrive in an environment that sits between public and private, between cities and tech, between art and science, between research and practice. If you are excited by the possibility of working in one of the world's leading urban innovation centres, a place stuffed with a diverse group of talents and perspectives, we would encourage you to send your application.

Want to apply?

Send your CV with covering letter and a relevant piece of work/ Portfolio via our [application portal](#). In your cover letter tell us why you're right for the job.

First interviews will be taking place on Thursday 18th May, with final interviews on Thursday 25th May.